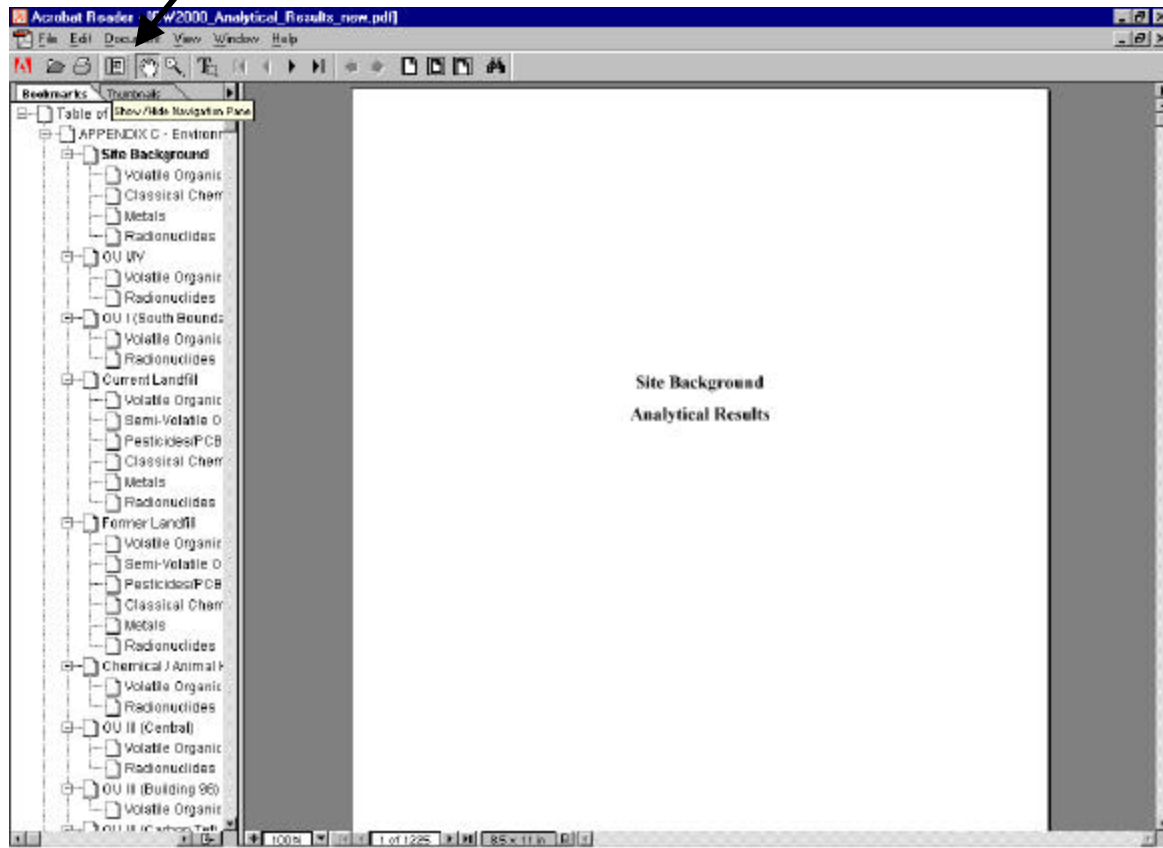


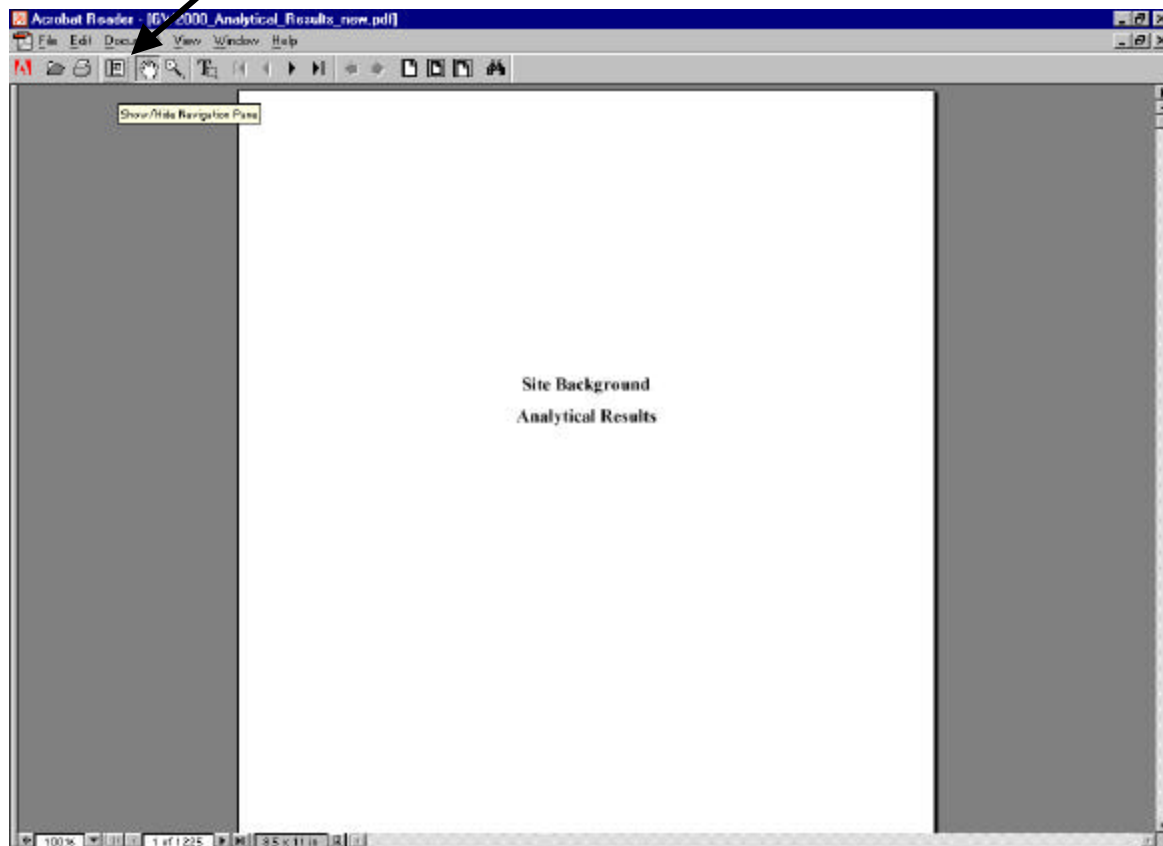
VIEWING INSTRUCTIONS

Show/Hide Navigation Pane (“Bookmarks”) [shown: Bookmarks visible]

- Click on this button to show or hide the List of Project Bookmarks located on the left-hand side of screen. No bookmarks will increase the document viewing area.



Show/Hide Navigation Pane (“Bookmarks”) [shown: Bookmarks hidden]

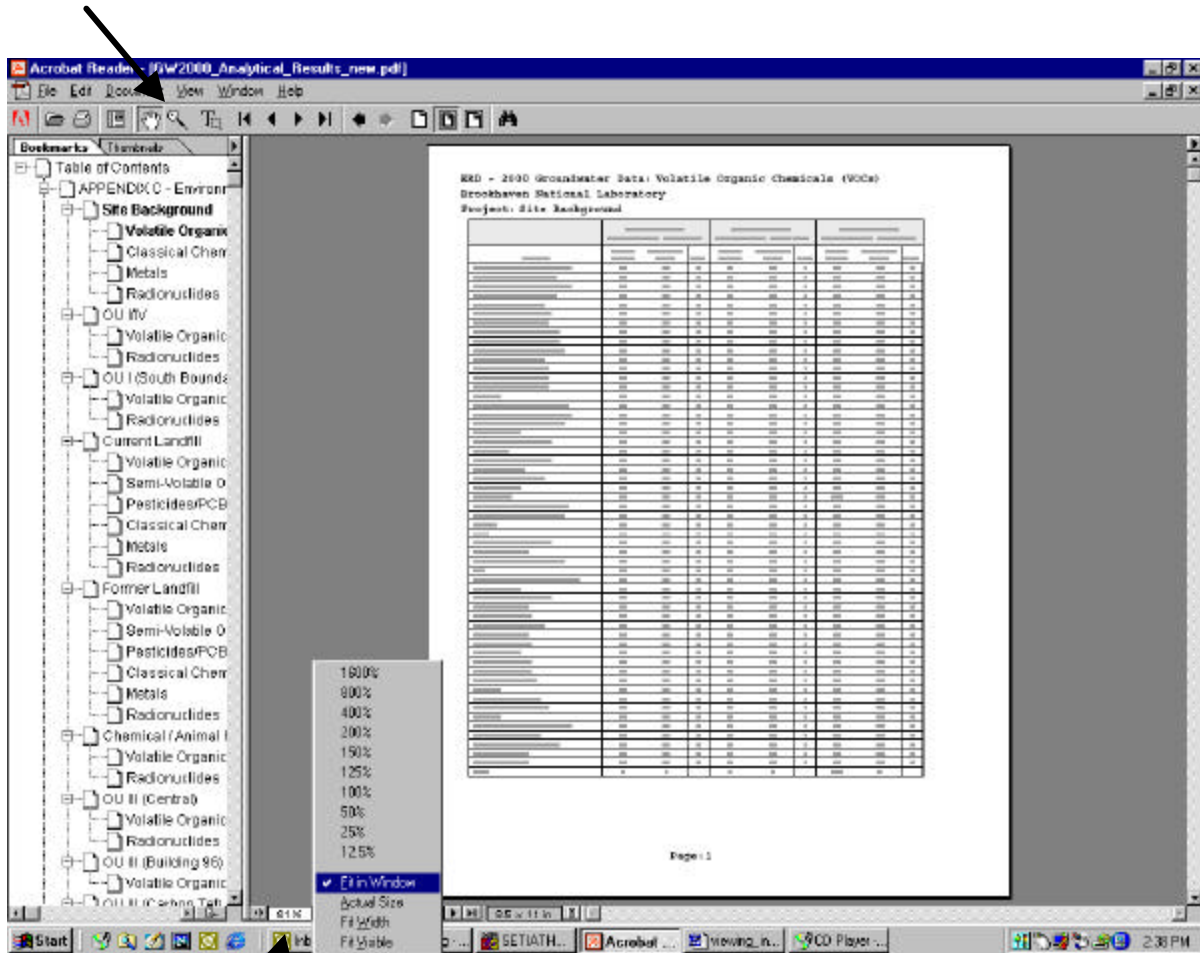


Changing Zoom of View:

There are two methods of changing the size of the view of the document:

- Clicking the “Zoom in Text” button (pictured as a magnifying glass) changes the cursor to a magnifying glass icon; this can be placed over the text. When the mouse button is pressed and held, the type of zoom can be selected (magnifying glass with a plus (“+”) symbol zooms in, magnifying glass with a minus symbol (“-“) zooms out. After selecting a zoom type, clicking on document will activate the zoom.
- In the lower left-hand corner of the document view, there is a list box that shows the current magnification setting. Clicking on the arrow to the right of that box gives a predefined list of magnification settings. Select one of the settings to change magnification.

a. Zoom in Text



b. Click button in list box to display some of the predefined widths